

IPAS/PASARR Program Manual

Transmittal #3

SECTION	PAGES		DESCRIPTION
	NEW	OLD	
Manual Issuance: 1/30/96	Section 100, 200, Appendices	NA	Issuance of IPAS/PASARR Program Manual
New Section 210: Resident Review Issued 7/1/97	65-78n*	65-78	Changes process for PASARR Resident Review (RR) in compliance with P.L. 104-315, effective 7/1/97. This Section was issued and distributed as Medicaid Bulletin E97-21, dated August 15, 1997. Note: *Pages 76-78 were inadvertently deleted when font size was reduced for printing as a Medicaid Bulletin. The chart on page 68a is no longer applicable.
Revised Manual Issuance: 01/01/00	New Chapters 1 – 19, Glossary, and Appendices	NA	Entire Manual revised, reformatted, and reissued.

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IPAS/PASARR Program Manual

INTRODUCTION

Introduction, Purpose and Scope, Design, Use and Distribution of the IPAS/PASARR Program Manual

Introduction

Indiana's state-required PreAdmission Screening (IPAS) and the federal PreAdmission Screening and Annual Resident Review (PASARR) programs are administered by Indiana's Family and Social Services Administration (FSSA), Division of Disability, Aging and Rehabilitative Services (DDARS), Bureau of Aging and In-Home Services (BAIHS) working in coordination with the Office of Medicaid Policy and Planning (OMPP) and the Division of Mental Health (DMH).

At the local level, these programs are operated by the 16 Area Agencies on Aging (AAA) acting as the designated IPAS agencies, the 30 Community Mental Health Centers (CMHCs), and the eight (8) Bureau of Developmental Disabilities Services (BDDS) offices working with the five (5) Diagnostic and Evaluation (D&E) Teams. All Indiana licensed nursing facilities (NFs) and hospitals are also involved in this operation.

Purpose and Scope of the Manual

This manual provides instructions and procedures for determining eligibility for admission to and/or continued residence in state licensed and/or Medicaid certified nursing facility (NF) beds in Indiana. These instructions are in compliance with State and Federal laws and regulations governing the IPAS and PASARR programs. Also included are the procedures to be followed by IPAS Agencies, NFs, hospitals, CMHCs, BDDS Field Offices, D&E Teams and other involved entities to administer and comply with applicable laws and regulations. This Manual is maintained in both hard copy and electronic versions (Word Perfect). To obtain it on diskette, please provide two (2) blank diskettes to the Division.

Design

The manual is designed in an expanded outline format that contains four (4) Sections: Introduction; Program Section 100 - IPAS Procedures; Program Section 200 - PASARR Procedures; and Appendices. Each Section is subdivided by chapters, and each chapter is preceeded by a Table of Contents. The Appendix Section at the end contains a listing of program acronyms and definitions, other addendums, program forms (in order of usage), and an index.

All requirements in this manual are based on State and/or Federal laws and regulations. The manual itself is not promulgated.

Manual Updates

When required, numbered Manual Transmittal Bulletins/Letters will be used to transmit hard copies of new or revised manual material and updated pages. Each Letter will have a "transmittal number" which is to be recorded, along with the date of issuance, on the attached list of Manual Transmittal Letters. Obsolete material should then be removed and replaced by the new/revised material as directed in the Transmittal Letter. **KEEP YOUR COPY OF THE MANUAL CURRENT OR IT IS USELESS.** Contact your local IPAS Agency with questions concerning manual updates or to obtain missing material.

Use

The program manual is the primary tool for program operation and compliance. As with any tool, skilled use comes with both training and experience. Contact your local IPAS agency with questions or additional training requests.

Use the Tables of Contents to locate general topics and the Index to find specific items. Once material is located, read the entire text regarding the topic.

Distribution

Initial distribution of the IPAS/PASARR Program Manual is made to the 16 IPAS Agencies (AAAs) which will distribute copies to local NFs, hospital Social Work Departments, CMHC OBRA/PASARR contact persons, BDDS Integrated Field Services offices, D&E Teams and other involved entities. When additional copies of the manual are needed, the local IPAS Agency is to notify the State PASARR Program at the BAIHS, DDARS, which maintains the distribution list.

IPAS & PASRR MANUAL

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